



MINUTES OF THE REGULAR BOARD MEETING OF MARCH 28, 2023

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE MADERA CEMETERY DISTRICT, HELD TUESDAY, MARCH 28, 2023 AT 5:45 P.M. AT THE ARBOR VITAE CEMETERY LOCATED AT 1301 ROBERTS AVE., MADERA, CA 93637

TRUSTEES PRESENT:

DAVID NEMETH
CANDY TALLEY
LOIS BETTY
BELVA BARE
CELESTE VOYLES

PUBLIC/EMPLOYEES PRESENT:

ARTHUR GARDNER - DISTRICT MANAGER
RONNIE RAMIREZ – OPERATIONS MANAGER
STEPHEN CLOETERS – H.R. GENERALIST

CALL TO ORDER:

Chairperson Candy Talley called the meeting to order at 5:45 p.m.

ROLL CALL OF BOARD:

Chairperson Candy Talley took roll of the Board. Trustees David Nemeth, Lois Betty, Belva Bare, and Celeste Voyles were present.

PLEDGE TO THE FLAG:

It was decided to forgo doing the pledge because all in attendance had just done it in the Public Hearing just prior to the regular Board Meeting.

PUBLIC COMMENT:

None

CONSENT CALENDAR:

Chair Candy Talley and Trustee Celeste Voyles pointed out two words that need corrections in the minutes for the March 7, 2023 Board Meeting. Trustee Belva Bare noted that her name still shows on the District's credit card account and asked that District Manager Arthur Gardner get it removed. Trustee Lois Betty moved to approve the consent calendar with said changes and Trustee David Nemeth seconded. All were in favor.

RECESS TO CLOSED SESSION:

Chairperson Candy Talley asked for a closed session. Afterward she instructed that the record show that no action was taken.

DISCUSSION/REPORT IF NEEDED ON OPERATIONS OF M.C.D. CEMETERIES:

Operations Manager Ronnie Ramirez said there was nothing to report at this time.

REPORT/ DISCUSSION OF CAPC CONFERENCE HELD MARCH 24 & 25 IN SEASIDE, CA:

Trustee Lois Betty said the conference was a great time and the sessions were very informative. She expressed her disappointment that Trustee David Nemeth was not voted onto the CAPC Board.

Trustee David Nemeth said the conference was good.

REPORT/DISCUSSION ON DISTRICT OFFICE, ARBOR VITAE MAUSOLEUMS, CALVARY & ARBOR VITAE SOLAR, PLOTBOX CEMETERY MAPPING, AND ELECTRIC VEHICLES PROJECTS:

District Manager Arthur Gardner said that the plans for the building had made it through plan check and that construction would begin as soon as the rain stops.

Larry Moore of Berry Construction is working on getting the mausoleum plans drawn up. The question of whether to build a section of glass niches onto the end of one of the mausoleums. Trustee David Nemeth made the motion to use that space to create more mausoleum space rather than niches. Trustee Celeste Voyles seconded and all were in favor.

DM Arthur Gardner reported that PlotBox had sent a spreadsheet with data for the District to clean up to help in the data migration process.

The solar system is up and running at Calvary Cemetery and the contract for solar at Arbor Vitae has been signed.

Mr. Gardner reported that the electric vehicles had been approved by the air pollution control district and the Zeronox Tuatara could potentially be delivered by the end of the week. It was discussed whether an electric cart should be purchased for Calvary and it was decided to find out whether the superintendent believed one was needed.

REPORT/DISCUSSION ON ANNEXATION OF LAND IN EASTERN MADERA COUNTY:

District Manager Arthur Gardner said he and H.R. Generalist Stephen Cloeters had been looking into the idea of annexing land in eastern Madera County into the District boundaries. The land is already in MCD's sphere of influence. They had spoken with LAFCO's David Braun and he explained to them the process of

annexation. After a brief discussion, the Board instructed Gardner and Cloeters to continue to look into this.

REPORT/DISCUSSION OF OAKHILL MASTER PLAN:

District Manager Arthur Gardner asked Trustee Belva Bare what had been done in the past regarding a master plan for the expansion area at Oakhill. She said the District had hired a firm from Oakhurst to do some surveying. Gardner reported that he'd spoken with a landscape architecture vendor at the CAPC conference and he'd suggested talking with a landscape architect before proceeding with an engineer. The Board agreed that he should talk with a landscape architect, but wants to work with a local firm.

REPORT/DISCUSSION/APPROVAL OF INCREASING TRUSTEE COMPENSATION:

Board Chair Candy Talley said this item had been addressed in the Public Hearing held prior to this Regular Board Meeting.

REPORT/DISCUSSION/APPROVAL OF UPDATED MADERA CEMETERY DISTRICT BYLAWS:

The Board discussed some of the wording in the proposed Bylaws and asked District Manager to make some changes and place the item on the agenda for the next meeting.

REPORT/DISCUSSION/DECISION ON POLICY ON WEATHER-RELATED OFFICE CLOSURE AND COMPENSATED TIME OFF:

District Manager Arthur Gardner explained that severe weather conditions had prevented some employees at the mountain cemeteries from getting to work. He and Operations Manager Ronnie Ramirez had made the decision to close the mountain offices a few days for the sake of employee safety. He proposed adding a paragraph to the Employee Handbook to state that when offices are closed by management for safety reasons, employees would not be charged for vacation time while they are off. If an employee can't get to work due to weather or extreme conditions, but their office is open, they will be charged vacation time. Trustee David Nemeth moved to adopt the new language, Trustee Lois Betty seconded, and all were in favor: Candy Talley, aye; Lois Betty, aye; Belva Bare, aye; David Nemeth, aye; and Celeste Voyles, aye.

REPORT/DISCUSSION ON CEMETERY SECURITY REPORT:

District Manager Arthur Gardner said that no one had asked Zaks Security for a report for this meeting. There was a short discussion on security and complaints at Calvary Cemetery.

REPORT/DISCUSSION/DECISIONS ON INVESTMENTS FOR E.C. AND PRE-NEED AS PER SANDRA WHEELER/STIFEL INVESTMENTS IF NEEDED:

Nothing to report.

ADJOURNMENT: 7:05 p.m.